

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

Date 5th December 2019		Venue & Time: West Alvington Village Hall 7pm
<u>Present:</u> Cllr Didi Alayli Cllr Liz Chin Cllr Tony Head Cllr Graham Johns Cllr Geoffrey Rossetti Cllr Gilly Rossetti (Chairman) Cllr John Walster	<u>In Attendance:</u> Kathy Harrod (Parish Clerk) Dist. Cllr Mark Long Part Meeting: Dist. Cllr Judy Pearce DCC Cllr Rufus Gilbert 12 Parishioners	<u>Apologies:</u>

REF 2019/20 MINUTES

39/19 WELCOME & APOLOGIES

40/19 DECLARATIONS OF INTEREST:

The Chairman and Cllr Rossetti have declared an interest to the clerk in respect of the special motion being raised under the Neighbourhood Plan section, however, due to the wording of the motion, the clerk has provided both councillors with a dispensation allowing them to vote. No further declarations were received.

41/19 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

The minutes of the 7th November Parish Council meeting were agreed without alteration.
Proposed: Cllr Johns, seconded: Cllr G. Rossetti agreed unanimously

42/19 ITEMS CARRIED FORWARD FROM PREVIOUS MEETING

1. Shed roofing felt – Cllr Walster has repaired and re-waterproofed the shed at a cost of £87.62.
2. Kingsbridge Estuary Forum Representative – Liz Green has very kindly agreed to be our forum representative and will provide feedback to WAPC after the spring meeting. Thank you Liz!

43/19 POLICE CONTACTS & ADVICE

We would like to remind residents that there are many ways to contact their local police

- EMERGENCY CALLS 999.
- NON-EMERGENCY TELEPHONE 101
- SIGN UP TO DEVON & CORNWALL ALERT HERE: <https://alerts.dc.police.uk/Join>
- INFORMATION SITE HERE: <https://www.devon-cornwall.police.uk/askned>
- RESEARCH LOCAL CRIME FIGURES HERE: www.police.uk

44/19 COUNTY COUNCILLORS REPORT & HIGHWAYS

1. A dedicated climate emergency website is now in place www.devonclimateemergency.org.uk
2. Town Park Car Park: We are no further forward on finding a solution due to cost implications. Cllr Gilbert may be able to assist indirectly with localities monies; however other funding would need to be obtained.
3. Road Reclassification & New Signage: Cllr Gilbert has met with Chris Rook and informed him of his robust support for the reclassification. No decision has yet been made; further discussion is required after the general election. Cllr Gilbert will be involved with future developments.
4. The Cabinet have passed Road Permits – all repairs undertaken by anyone working on the public highway must have purchased a permit. Permits are given start/end dates and if dates are exceeded there will be heavy fines.

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

5. WATAG: No report received.
6. The ponding at Lane End is due to be jetted, this has now been pushed to the top of the list by Highways.

PLEASE report all highways issues ONLINE at:
<https://new.devon.gov.uk/roadsandtransport/report-a-problem/>
If you do not have internet access, please contact the Clerk on 07704 941150

45/19 DISTRICT COUNCILLORS REPORT

1. Parking Permits –

Concerns have been raised that the current SHDC system encourages the purchase of permits, and that permit holders are filling up car parks, depleting the number of parking bays available to both residents and visitors to a town or village.

SHDC anticipate reporting to Executive Members in respect of permits on 19th December and, as always, a public consultation will be undertaken after this. However, in order to address the concerns, please be advised that the recommendation is likely to be for a fairly large increase in the cost of permits.

2. There are also reviews being undertaken on the emptying/timing of dealing with bins around the area and the road sweeping detail.

It takes two minutes to report a problem, please help keep our community beautiful

<https://apps.southhams.gov.uk/webreportit>

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank,
Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

46/19 PLANNING, ENFORCEMENT & NEIGHBOURHOOD DEVELOPMENT PLAN

a) LIST OF APPLICATIONS RECEIVED

- 3629/19/HHO 16 Fairway, Town Park, Alterations & Extension. No objection.

b) APPLICATIONS AWAITING SHDC DECISIONS (Determination Dates shown):

- 3344/19/PIP Widegates

In an AONB the planning authority can refuse to accept an outline planning application within 30 days of its receipt and can insist on a full application being sent in. WAPC will always insist on a full application being submitted.

NOTE: All planning responses from WAPC will incorporate a request for:

- **Sight of a letter from South West Water confirming that any increased sewage load will not adversely affect the existing sewage works in respect of new build properties and extensions incorporating bathrooms/kitchens.**
- **Damage caused to any infrastructure to be made good to a comparable standard.**

c) SHDC DECISIONS –.

- 3113/19/FUL Langworthys Barn **SHDC Refused**
- 3257/19/HHO Lower Barn WA, **Withdrawn**

- b) Graham Hutton and Ian Baker were in attendance from Baker Estates – they had intended on speaking during Open Forum but it was agreed to bring their report forward into the Planning Section as this will be discussed at the next meeting. Total of 52 units proposed, down from 57. The mix of housing has been approved by policy officers at SHDC.

d) ENFORCEMENT & OTHER PLANNING ISSUES

Enforcement continues to be dealt with.

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

Please will all parishioners continue to provide the Clerk with full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via www.southhams.gov.uk/article/3043/Report-a-Planning-Breach

e) NEIGHBOURHOOD PLANNING:

The next meeting takes place in Kingsbridge on 9th December.

WAPC have small groups set up to work on Green Spaces, Locally Important Views and Heritage Assets.

Further to the last meeting a point of order was made that the conversation regarding settlement boundaries could not be voted on in December as it was believed no requests to amend the resolution had been submitted in writing to the clerk prior to the November meeting, this was incorrect, however only two written requests and one verbal request had been received instead of the required three written requests. As such the November discussion regarding settlement boundaries is null and void.

However, subsequent to the point of order being raised, four councillors submitted a request in writing for the following resolution to be voted on: To allow time for consultation with parishioners, landowners and other interested parties to express their views before the Settlement Boundary is put forward to the Neighbourhood plan.

As per the November meeting, there was once again some discussion regarding this subject, the content of which was contrary to the Code of Conduct and Model Standing Orders. The conduct of the councillor concerned was pointed out as being unacceptable.

Proposed Cllr Walster, Seconded Cllr Johns carried by a majority 5:2

47/19 BUSINESS TO BE DISCUSSED

1. S106 Project on hold until January, however, we can advise that the village hall have opted to repair the existing structure and as such once a works specification has been received, we will begin seeking quotations.

There remains a query re land ownership and despite best efforts full details have yet to be ascertained. Consultation cannot take place until full details are known.

Re S106 the following funding has been approved:

Village Hall £43,527 towards improvements to Sport and Recreation facilities at Kingsbridge Cricket Club at The Butts and/or West Alvington Village Hall.

Plus, a further £26,678 towards footway improvements to the play area and playing field at Townsend Lane and/or improvements to the play area and playing field itself.

December Play Area Fencing:

Updated quotes have now been received as follows (including VAT):

- Timber Jack was £2,592 now £2,466
- Newton Garden Services was £2,670 now £2,170
- James Gordon was £2,868 now £2,412

Councillors agreed to award the contract to Newton Garden Services at £2,170 on the proviso that fencing is concreted in.

Proposed Cllr Chin, Seconded Cllr Johns and approved by all.

2. Snow Warden & Grit Bins: The clerk provided some ideas re purchase of shovels. It was agreed to purchase some heavy-duty plastic shovels once the need has been ascertained. The option of an additional grit bin at Town Park will also be considered and reported back in January.

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

3. Defibrillator: This has been ordered, a local electrician has given a verbal quote of approximately £100 for installation. Proposed Cllr Johns, Seconded Cllr Head and approved by all
4. Climate Emergency: The Clerk is due to attend a regional training seminar in January, one of the items on the agenda is how local councils can deal with the climate emergency. We have also received a request to support the Local Electricity Bill - The Bill, if made law, would empower local communities to sell locally generated clean energy directly to local customers by establishing a statutory Right to Local Supply. This is currently impossible because of the huge setup and running costs involved in doing so.

The ultimate result of this would be:

Local communities and businesses could buy their electricity from a local energy company.

Building more local renewable energy would be financially viable.

Communities would benefit from the revenues that new local energy supply companies would generate, such as more local skilled jobs, energy efficiency schemes and investment in local facilities.

More information required before councillors are prepared to consider further.

5. Emergency Plan: The parish should have an up to date emergency plan, the most likely emergency would be severe weather however, there are other potential risks that could cause a disruption to everyday life. The plan will enable us to recognise people who could help in an emergency (essential skills/equipment) as well as identifying vulnerable groups or organisations who may require additional assistance. Clerk to create a draft for discussion. **ACTION: Clerk**
-

48/19 CORRESPONDENCE & PARISHIONERS OPEN FORUM (Maximum 15 minutes)

1. **What 3 Words: DOWNLOAD THE APP TODAY!**

what3words is a really simple way to talk about location.

Each 3m square in the world has been assigned a unique 3-word address that will never change.

For example, filled.count.soap marks the exact entrance to what3words' London headquarters.

3-word addresses are easy to say and share, and are as accurate as GPS coordinates

51.520847, -0.19552100 \leftrightarrow /// filled.count.soap

People use what3words to find their tents at festivals, navigate to B&Bs, and to **direct emergency services to the right place.**

How do I use what3words in an emergency?

Find the 3 word address for your current location on the free what3words app for [iOS](#) and [Android](#). It works offline – ideal for areas with unreliable data connection.

Share your 3-word address over the phone to the call handler.

The emergency service can then coordinate a response directly to the exact location where help is needed.

2. The Village Hall have a Christmas tree costing £40, payment by WAPC cannot be considered at this meeting as it was not on the agenda. Carry forward to January Agenda.
 3. A wooden panel has come off outside the village hall, Cllr Walster kindly agreed to replace it.
-

49/19 FINANCE & GOVERNANCE –

a. Governance –

1. Cllr Green handed in her resignation at the November meeting, we thank Cllr Green for her input to the parish and wish her all the best.

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

This does leave us with two vacancies in the parish, the appropriate signage will be included in the gazette and on parish noticeboards. Once the required period is up SHDC will advise if the vacancies go to election or if they can be co-opted. **ACTION: Clerk**

2. Lloyds Bank Update: Lloyds have requested additional information; this was provided, no further update has been received.
3. Parish Plan Account: The monies have now been transferred to the holding account and Lloyds have closed the account.
4. Website Upgrade: This is due to be online by the end of the year.
5. Precept Dispensation. A dispensation is required to grant all councillors the right to participate in discussions regarding the 2020/21 precept. The dispensation will allow councillors to agree the level of precept and to vote on this accordingly. The dispensation applies to the 2020 January and February meetings of West Alvington Parish Council.

This dispensation is sought because without one, all councillors would be prohibited from participating in this business which is in the interests of all persons living in the Council's area.

Proposed: Cllr Alayli Seconded: Cllr G Rossetti Approved by all.

The Responsible Officer confirmed that the Dispensation will be in place as per the above detail.

b. Receipts & Payments – Month 9 SEE **APPENDIX A**

Accounts to pay – Clerk Salary (paid by direct transfer monthly), Newton Garden Services

Proposed Cllr Johns Seconded Cllr Head Approved by all.

50/19 NEXT MEETING

Next Meeting **9th January 2020 Venue: West Alvington Village Hall, 7.00pm**

With there being no further business, the Chairman thanked all in attendance and the meeting closed at 8.27pm

Signed as a true record: _____

Print Name & Date: _____

Agenda Items and Updates; where possible please submit to the Clerk by the last Wednesday in the month to ensure time for inclusion, circulation and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to the Clerk for distribution) together with their apologies.

Distribution List: All WAPC Councillors **For Information to:** County Cllr R Gilbert, Dist. Cllr Judy Pearce, Cllr Mark Long, WPC Pengilly, 1 WAPC Notice Board

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

APPENDIX A:

Category	Descriptor	Date	Month No. of Report to Council	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year						6,611.94
Receipt	31/10 Clerks Salary	31/10/2019	8	287.00	-	10,549.04
Payment	Part payment Town Park Car Park Manisty	14/11/2019	9	-	350.00	9,999.04
Payment	Ballantine Arnold Survey	20/11/2019	9	-	900.00	9,099.04
Payment	Gilly Rosetti Land Registry Fees	20/11/2019	9	-	22.00	9,077.04
Payment	SHDC Play Area Inspection	20/11/2019	9	-	240.00	8,837.04
Payment	30/11 Clerks Salary	30/11/2019	9	-	305.13	8,531.91
Receipt	Transfer from Parish Plan Account	04/12/2019	9	1,112.68	-	9,644.59
Receipt	November Gross Interest	11/11/2019	9	0.44	-	9,645.03
Payment	AONB Booklets	05/12/2019	9	-	20.00	9,625.03
TOTALS YTD Financial year 2019/20				£ 8,080.98	-£ 5,067.89	£ 9,625.03
RECONCILIATION CASH BOOK TO BANK						£
Cash book balance b/d			FY 2019/20 month		9	£ 9,625.03
Balance at bank at end :					05-Dec-19	
	Revenue Accounts					
	Unpresented Items			receipts	8,080.98	
				payments	- 5,067.89	
					£ 3,013.09	- 0.00
	Parish Plan Account	£0.00				Variance
	Operating Account	£2,030.61				
	Holding Account	£7,594.42				
	Outstanding Payments:					
	SHDC PAYE Fee	£120.00				
	HMRC Oct, Nov	£137.00				
		£257.00				
ACCOUNTS FOR PAYMENT						
	<u>K Harrod Salary</u>			paid by direct transfer on 31st of each month		305.13
	<u>HMRC NIC</u>					76.20
	Play Area Fencing Newton Garden Services					2,170.00
	Meeting Sub Total					2,170.00
Receipts & PAYMENTS REPORT TO COUNCIL						
MEETING DATE				05/12/2019		
Prepared By:				K Harrod for West Alvington Parish Council		